



**DECISION SUPPORT SYSTEM (DSS)  
FY 2001 EXTRACTS  
USER MANUAL**

Version 3.0

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Department Of Veterans Affairs  
VISTA System Design and Development

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# Introduction

Decision Support System Extracts (DSS) V. 3.0 provides a means of exporting data from selected Veterans Health Information Systems and Technology Architecture (**VISTA**) modules to a Decision Support System (DSS) resident in the VA Austin Automation Center (AAC).

This transfer is accomplished through a set of extract routines, intermediate files, audit reports, a transmission routine, and a purge routine. Data from **VISTA** packages is stored by the extract routines in the intermediate files, where it is temporarily available for local use and auditing. The data is then transmitted to the AAC, where it is formatted and uploaded into commercial software. After the data has been successfully uploaded into the commercial software, it is purged from the intermediate files.

Extracts consist of the following functions:

1. Implementation of extracts process
2. Scheduling extracts
3. Verifying extracts against other **VISTA** reports
4. Transmission of extracts to the commercial software
5. Verification of transmission
6. Purging extracts

## Related DSS Manuals

- DSS Extracts V. 3.0 Extracts Release Notes
- DSS Extracts V. 3.0 Extracts User Manual
- DSS Extracts V. 3.0 Extracts Installation Guide
- DSS Extracts V. 3.0 Extract Formats and Data Definitions Guide

# Orientation

## User Responses

In this manual, user responses are shown in bold type. In most cases, you need only enter the first few letters to increase speed and accuracy. Pressing the Return or Enter key, which is indicated by the symbol <RET>, must follow every response you enter. This symbol is not shown, but is implied, following bold type entries.

Enter an up-arrow (or caret), indicated by the symbol (^), at almost any prompt to terminate the line of questioning and return to the previous level in the routine. Continue entering up-arrows to completely exit the system.

## Online Help

Online help is available at almost any prompt in the software by entering a single question mark (?). This will provide information to help you answer the prompt. In some instances, entering double (??) or triple (???) question marks will provide more detailed information.

## Menu and Option Names

Menu and option names appear in *italics* throughout this manual.



## Before You Start Using the Software

### To Set up Required DSS Information

Use the options in the submenus of the *Maintenance* submenu of the *Extract Manager's Options* menu listed below to set up information required for using the DSS Extracts V. 3.0 software. Refer to the section titled "Using the Software - Extract Manager's Options" for information about using the options. Refer to the DSS Extracts V. 3.0 Installation Guide for information about installing and implementing the software.

- Setup for DSS Clinic Information ...
- Setup for DSS Lab Results Information ...
- Setup for Inpatient Medications Information ...
- Setup for Inpatient Census Information ...

### To Set up QUASAR

If your facility uses the QUASAR V. 2.0 software, and you wish to send Audiology And Speech Pathology data to DSS, take the following steps:

1. The DSS Site Manager, in conjunction with the Event Capture and QUASAR ADPACs, should use the Event Capture option *DSS Units for Event Capture (Enter/Edit)* to create two entries in the DSS UNIT file (#724). These two entries are to be used exclusively for the QUASAR/DSS extract. One entry should be created for Audiology (e.g., Audiology DSS Extract); the other for Speech Pathology (e.g., Speech Pathology DSS Extract) as shown in the following example.

```
Select Event Capture Management Menu Option: DSS Units for Event
Capture (Enter/Edit)

Select DSS Unit: AUDIOLOGY DSS EXTRACT
Are you adding 'AUDIOLOGY DSS EXTRACT' as a new DSS UNIT
(the 54TH)? YES
DSS UNIT Service: AUDIOLOGY AND SPEECH PATHOLOGY

DSS UNIT Cost Center: 822800 Audiology & Speech Pathology
DSS UNIT Medical Specialty: AUDIOLOGY
DSS UNIT Number: <RET>
ASSOCIATED STOP CODE: 203
CATEGORY (Y/N): NO
DATA ENTRY DATE/TIME DEFAULT: <RET>

Select DSS Unit: SPEECH PATHOLOGY DSS EXTRACT
Are you adding 'SPEECH PATHOLOGY DSS EXTRACT' as a new DSS UNIT
(the 55TH)? YES
DSS UNIT Service: AUDIOLOGY AND SPEECH PATHOLOGY
```



DSS UNIT Cost Center: **822800** Audiology & Speech Pathology  
 DSS UNIT Medical Specialty: **SPEECH PATHOLOGY**  
 DSS UNIT Number: **<RET>**  
 ASSOCIATED STOP CODE: **204**  
 CATEGORY (Y/N): **NO**  
 DATA ENTRY DATE/TIME DEFAULT: **<RET>**

- ☐ 2. In the above process, the Event Capture software *automatically* answers YES to the USE FOR EVENT CAPTURE field (#) in the DSS UNIT file (#724). Use VA FileMan's *Enter or Edit File Entries* option to change the answer to NO for the USE FOR EVENT CAPTURE field (#) for the two entries created in Step 1 above.
- ☐ 3. The QUASAR ADPAC, coordinating with the DSS Site Manager, should use the QUASAR option *A&SP Site Parameters* [ACKQAS SITE PARAMS] to enter data for the following two new fields in the A&SP SITE PARAMETER file (#509850.8) as shown in the example below:
  - ☐ AUDIOLOGY DSS UNIT LINK field (#) - Answer with the Audiology DSS Unit created in Step 1 above.
  - ☐ SPEECH PATHOLOGY DSS UNIT LINK field (#) - Answer with the Speech Pathology DSS Unit created in Step 1 above.

Select A&SP Supervisor Menu Option: **SET** Up/Maintenance

Select Set Up/Maintenance Option: **A&SP** Site Parameters  
 This option allows you to configure the QUASAR package to meet facility needs.

Select A&SP SITE PARAMETERS SITE NAME: [Select your site name.]  
 SITE NAME: [Your site name is here.]// **<RET>**  
 USE ASP CLINIC FILE NUMBER: NO// **<RET>**  
 USE MODIFIERS: NO// **<RET>**  
 USE C&P: YES// **<RET>**  
 BYPASS AUDIOMETRICS: YES// **<RET>**  
 Select CLINIC LOCATION: SPEECH PATHOLOGY // **<RET>**  
 CLINIC LOCATION: SPEECH PATHOLOGY // **<RET>**  
 Select CLINIC LOCATION: **<RET>**  
 AUDIOLOGY DSS UNIT LINK: ?  
 Enter the name of the DSS unit to be used for audiology.  
 AUDIOLOGY DSS UNIT LINK: **AUDIOLOGY DSS EXTRACT**  
 SPEECH PATHOLOGY DSS UNIT LINK: ?  
 Enter the name of the DSS unit to be used for  
 speech pathology.  
 SPEECH PATHOLOGY DSS UNIT LINK: **SPEECH PATHOLOGY DSS EXTRACT**

# Using the Software - Extract Manager's Options

## Maintenance

☞ This menu is locked with the ECXMGR security key.

### Set Up for DSS Clinic Information

National Clinic Codes for DSS List

## Introduction

Use this option to print a list of the national clinic codes with short descriptions from the NATIONAL CLINIC file (#728.441). The only prompt used with this option asks for a device. You might want to use the output generated by this option as a reference guide when using the following options:

- *Approve Reviewed DSS Clinic Worksheet*
- *Enter/Edit DSS Stop Codes For Clinics*
- *Clinics And Stop Codes Print*
- *Create DSS Clinic Stop Code File*

## Example

NATIONAL CLINIC LIST NOV 18,1997 13:54 PAGE 1  
CODE SHORT DESCRIPTION

```
-----
AETC  Ambulatory Evaluation and Treatment Center
AFCC  AFC Clinic
AGTO  Agent Orange
AOTH  A Other
ASOR  Ambulatory Surgery Performed in an OR
ASOT  Ambulatory Surgery Performed in Area Other than OR
ATEM  A Team
BARA  Bar 203-450 Audio
BOTH  B Other
BTEM  B Team
CASE  Case Management
CHOL  Cholesterol Education - Double Provider
CMIO  CMI - Chronically Mentally Ill
COLL  Collateral
COMN  Community Nursing Home
CONS  Consultation
COOR  Coordinator
COTH  C Other
```

*[This output has been abbreviated to save space.]*

## Maintenance

### Set Up for DSS Clinic Information

#### Create DSS Clinic Stop Code File



You can run this option at any time to add new clinics created by MAS.



Running this option does *not* affect existing data in the CLINICS AND STOP CODES file (#728.44).



It is recommended that this option be run on a recurrent monthly basis. The suggested time is prior to generating the Clinic Visit Extract.

## Introduction

Use this option to create local entries in the CLINICS AND STOP CODES file (#728.44). The only prompt asks for a start date. Due to the minimal user interaction required for this option, no example is provided.

The software uses the following logic to create entries in the CLINICS AND STOP CODES file (#728.44):

### New Clinic Entries

1. The software searches the HOSPITAL LOCATION file (#44) for all clinics. It does not create entries for clinics that are currently inactive.
2. New clinic entries are added to the CLINICS AND STOP CODES file (#728.44) with the following field defaults:

Field #	Field Name	Default value
1	STOP CODE	STOP CODE NUMBER field (#8) in the HOSPITAL LOCATION file (#44)
2	CREDIT STOP CODE	CREDIT STOP CODE field (#2503) in HOSPITAL LOCATION file (#44).
3	DSS STOP CODE	STOP CODE NUMBER field (#8) in HOSPITAL LOCATION file (#44).
4	DSS CREDIT STOP CODE	CREDIT STOP CODE field (#2503) in HOSPITAL LOCATION file (#44).
5	ACTION TO SEND	1 (SEND STOP CODE) if CREDIT STOP CODE field (#) does not exist. 5 (SEND BOTH AS ONE RECORD WITHOUT NATIONAL CODE) if CREDIT STOP CODE field (#2) exists. 6 (DO NOT SEND) if Clinic is flagged as a non-count clinic in HOSPITAL LOCATION file (#44).

## **Maintenance**

### *Set Up for DSS Clinic Information*

#### *Create DSS Clinic Stop Code File*

## **Introduction**

### Existing Clinic Entries

1. All preexisting clinics are checked against their counterparts in the HOSPITAL LOCATION file (#44) to be sure that the STOP CODE field (#1) in the CLINICS AND STOP CODES file (#728.44) matches the STOP CODE NUMBER field (#8) in the HOSPITAL LOCATION file (#44). The same check is made on the CREDIT STOP CODE field (#2) to be sure that it matches the CREDIT STOP CODE field (#2503) in the HOSPITAL LOCATION file (#44).
2. Any preexisting clinic that is currently marked as inactive in the HOSPITAL LOCATION file (#44) is flagged as inactive in the CLINICS AND STOP CODES file (#728.44). This inactive indicator will be displayed as an asterisk (\*) beside the clinic name on the worksheet generated by the *Clinics and DSS Stop Codes Print* option.



Inactive clinics may still have valid past data for DSS.

3. Any stop code changes to preexisting clinics will delete the DATE LAST REVIEWED field (#6) in the CLINICS AND STOP CODES file (#728.44). This will ensure that the edited clinics print out as “unreviewed” the next time the clinic worksheet is generated using the *Clinics and DSS Stop Codes Print* option.

## Maintenance

### Set Up for DSS Clinic Information

#### Clinics and DSS Stop Codes Print

## Introduction

Use this option to produce the Worksheet for DSS Clinic Stops. You can create the worksheet for all DSS clinic stops, or for the "unreviewed" stops that are pending approval. You are also prompted for a device. The worksheet contains the following information:

- The date the worksheet was last reviewed
- Clinic name (Clinics defined as inactive by MAS are indicated with an asterisk [\*].)
- Stop code
- Credit stop code
- DSS stop code
- DSS credit stop code
- Action
- National code

## Example

This option produces a worksheet of (A)ll DSS Clinic Stops or only the (U)nreviewed Clinic Stops that are awaiting approval. Clinics that were defined as "inactive" by MAS the last time the option "Create DSS Clinic Stop Code File" was run will be indicated with an "\*".

Select one of the following:

A	ALL
U	UNREVIEWED

Enter "A" or "U": **A** ALL  
 DEVICE: HOME// **<RET>** LAT DECSERVER

WORKSHEET FOR DSS CLINIC STOPS  
 (last reviewed on 10/28/97)

Page: 1

CLINIC (* - currently inactive)	STOP CODE	CREDIT STOP CODE	DSS STOP CODE	DSS CREDIT CODE	ACTION	NAT'L CODE
242			_____	_____	1	_____
10TH FLOOR*	301		301	_____	1	_____
20 MINUTE	301		301	_____	1	_____
45 CLINIC PATTERN	301		301	_____	1	_____

## **Maintenance**

### **Set Up for DSS Clinic Information**

#### **Enter/Edit DSS Stop Codes for Clinics**

## **Introduction**

Use this option to enter or edit the stop codes, credit stop codes, and action to send codes associated with each clinic for the DSS extract. Please note that these codes might be the same as those associated with the clinic by MAS.

## **Example**

```
Select CLINICS AND STOP CODES CLINIC NAME:      DENTAL
STOP CODE : 180
CREDIT STOP CODE : <RET>
DSS STOP CODE: 180// <RET>
DSS CREDIT STOP CODE: <RET>
ACTION TO SEND: SEND STOP CODE// <RET>
DSS UNIT IDENTIFIER: <RET>
```

## **Maintenance**

### **Set Up for DSS Clinic Information**

#### **Approve Reviewed DSS Clinic Worksheet**

## **Introduction**

Use this option to approve all DSS Stop Codes and DSS Credit Stop Codes as defined in the CLINICS AND STOP CODES file (#728.44) and mark all currently existing entries in this file as reviewed.

## **Example:**

This option allows you to mark the current clinic entries in the CLINICS AND STOP CODES file (#728.44) as "reviewed". Those entries will then be omitted from the list printed from the "Clinic and DSS Stop Codes Print" when you choose to print only "unreviewed" clinics.

Are you ready to approve the reviewed information provided by the  
"Clinic and DSS Stop Codes Print"? NO// **Y** YES

Requested Start Time: NOW// **<RET>** (DEC 06, 1996@10:28:25)


...approval queued

Select Setup for DSS Clinic Information Option: **<RET>**

## Maintenance

### Setup for DSS Lab Results Information

#### Link DSS Selected Lab Tests to Local Lab Tests

 You can use the output generated by the *Print DSS Lab Test Datasheet* option as a reference guide while creating your entries with this option.

## Introduction

Use this option to link the test names in the DSS LAB TESTS file (#727.2) with their corresponding local names in the LABORATORY TESTS file (#60). You can create new or edit existing lab test, blood specimen, or urine specimen names with this option.

This option should be used jointly by both DSS and Laboratory personnel to create the files needed to control the Lab Results Extract. There are 3 steps involved in this process.

1. For each DSS Lab Test, enter the corresponding name used in your local laboratory. You should enter all tests for which you want laboratory results information to be extracted.
2. Specify the blood specimen topographies for which you want lab results information to be extracted.
3. Specify the urine specimen topographies for which you want lab results information to be extracted.

## Example

This option will assist in the steps that create the files necessary to control the extract of lab results for DSS. This will probably require a combined effort between DSS personnel and lab personnel.

Step #1 - For each of the DSS lab tests, identify the tests as they are named in your laboratory. There may be more than one test in your laboratory to generate the results asked for, in that case, you should enter all such tests.

Select DSS LAB TEST: sodium (SERUM)  
(for SODIUM (SERUM), select tests that use BLOOD as a specimen)

Select LOCAL LAB TEST NAME: Select LOCAL LAB TEST NAME: **SODIUM**  
Are you adding 'SODIUM' as a new LOCAL LAB TEST NAME (the 1ST for this DSS LAB TEST)? No// **Y** (Yes)  
LOCAL LAB TEST NAME: SODIUM// **<RET>**  
Select LOCAL LAB TEST NAME: **<RET>**  
Select DSS LAB TEST: **<RET>**



## Maintenance

### Setup for DSS Lab Results Information

#### *Link DSS Selected Lab Tests to Local Lab Tests*

## Example

Step #2 - Define all blood specimens used by your facility.

```
Select BLOOD SPECIMEN: BLOOD                0X000
  Are you adding 'BLOOD' as a new BLOOD SPECIMEN (the 1ST for this DSS LAB
TESTS)? No// Y  (Yes)
BLOOD SPECIMEN: BLOOD// <RET>
Select BLOOD SPECIMEN: PLASMA                0X400
  Are you adding 'PLASMA' as a new BLOOD SPECIMEN (the 2ND for this DSS LAB
TESTS)? No// Y  (Yes)
BLOOD SPECIMEN: PLASMA// <RET>
Select BLOOD SPECIMEN: SERUM                 0X500
  Are you adding 'SERUM' as a new BLOOD SPECIMEN (the 3RD for this DSS LAB
TESTS)? No// Y  (Yes)
BLOOD SPECIMEN: SERUM// <RET>
Select BLOOD SPECIMEN: <RET>
```

Step #3 - Define all urine specimens used by your facility.

```
Select URINE SPECIMEN: URINE                 7X100
  Are you adding 'URINE' as a new URINE SPECIMEN (the 1ST for this DSS LAB
TESTS)? No// Y  (Yes)
URINE SPECIMEN: URINE// <RET>
Select URINE SPECIMEN: <RET>
```

## Maintenance

### Setup for DSS Lab Results Information

#### Print DSS Lab Test Datasheet

## Introduction

Use this option to print a list of the DSS Lab Tests used for the Lab Results Extract (LAR). The output displays the local lab data names for each test and the blood and urine specimens used by your facility. This information is critical for generating the DSS Lab Results Extract.

## Example

This option prints a list of the DSS Lab Tests used for the Lab Results Extract (LAR). It will display the local lab data names for each test. The blood and urine specimens used locally are also listed.

The right margin for this report is 80.

DEVICE: HOME// **QUEUE TO PRINT ON**

DEVICE: HOME// **A700**                      RIGHT MARGIN 80// **<RET>**

Requested Start Time: NOW// **<RET>** (NOV 25, 1997@09:20:27)

## Maintenance

### Setup for DSS Lab Results Information

### Print DSS Lab Test Datasheet

## Example

DSS Lab Tests Names Datasheet  
Printed on NOV 25,1997@09:14

Page: 1

DSS LAB TEST NAME  
LOCAL LAB DATA NAME(S)

- 
1. AST (ASPARTATE TRANSAMINASE)
  2. BUN (BLOOD UREA NITROGEN)  
UREA NITROGEN  
CREATININE CLEARANCE
  3. CREATININE CLEARANCE
  4. DIGOXIN  
DIGOXIN
  5. GLUCOSE (SERUM)  
GLUCOSE
  6. HEMOGLOBIN
  7. LITHIUM  
LITHIUM
  8. LITHIUM (URINE)  
LITHIUM
  9. POTASSIUM (SERUM)  
POTASSIUM
  10. SODIUM (SERUM)  
SODIUM
  11. THEOPHYLLINE  
THEOPHYLLINE
  12. WBC (TOTAL WBC COUNT)

#### BLOOD SPECIMEN TOPOGRAPHIES

-----  
BLOOD  
BLOOD PLATELET

#### URINE SPECIMEN TOPOGRAPHIES

-----  
URINE

## Maintenance

### Setup for Inpatient Medications Information

#### Print IV Room Worksheet

## Introduction

Use this option to print a worksheet listing all the entries in the IV ROOM file (#59.5) of the Inpatient Medications package. This worksheet is intended to be used by the DSS Manager to define the DIVISION (as a pointer to the MEDICAL CENTER DIVISION file [#40.8]) for each IV room for DSS purposes.

## Example

This option will produce a worksheet listing all entries in the IV Room file (#59.5). It should be used to help DSS and Pharmacy services define and review the DIVISION assignments for each IV Room.

DEVICE: HOME// **QUEUE** TO PRINT ON

DEVICE: HOME// **A700** RIGHT MARGIN 80// **<RET>**

Requested Start Time: NOW// **<RET>** (DEC 03, 1997@15:53:04)

IV Room Worksheet  
Printed Dec 03, 1997

Page: 1

IV ROOM	DIVISION	INACTIVE DATE
ALBANY IV ROOM	ALBANY	
TST ISC ROOM		

## **Maintenance**

### **Setup for Inpatient Medications Information**

#### **Enter/Edit IV Room Division**

## **Introduction**

Use this option to create or edit entries in the DIVISION field (#.02) of the IV ROOM file (#59.5). The purpose of the DIVISION field is to provide a way to tie outpatient IV data to a medical center division for DSS purposes.

## **Example**

This option allows editing of the DIVISION field for IV Rooms.

```
Select IV ROOM NAME: 1WEST
DIVISION:  ALBANY           500
```

```
Select IV ROOM NAME: <RET>
```

## Maintenance

### Setup for Inpatient Medications Information

#### Pharmacy NDC Lookup



Refer to Appendix A for information about feeder key transmission.

## Introduction

Use this option to perform lookups on the local DRUG file (#50) for NDCs from DSS Pharmacy Feeder Keys that have rejected because the first seven characters are zeros (e.g., "0000000051079014120". This would occur when a pharmacy item has not been matched to the National Drug File [NDF]).

The software prompts you to enter the NDC (last twelve characters) from a rejected feeder key to display the following information from the local DRUG file (#50) for any drug, which has that NDC:

- LOCAL GENERIC NAME
- NDC
- DISPENSE UNIT
- VA CLASSIFICATION
- PRICE PER DISPENSE UNIT

The output will vary slightly, depending on the version of NDF running at your site, as indicated in the following example.

## Example

If your site is running NDF prior to Version 4.0:

Pharmacy Feeder Keys for DSS are built in the following manner.

Your site is running NATIONAL DRUG FILE (NDF) v3.18, so  
PHA Feeder Keys are composed of 19 numeric characters.

This information will vary, depending on what version of NDF is running at your site.

Ex. "0016006000003073531" where characters:

1-4 (0016)	= pointer to the NATIONAL DRUG file (#50.6)
5-7 (006)	= pointer to VA PRODUCT NAME subfile (#50.68)
	of the NATIONAL DRUG file (#50.6)
8-19 (000003073531)	= NDC from the local DRUG file (#50)

Enter RETURN to continue or '^' to exit: **<RET>**

This option will allow lookups on the local DRUG file (#50) using NDCs from DSS Pharmacy Feeder Keys that have been rejected because the first seven characters are zeros. (Ex. "0000000051079014120")

**Maintenance****Setup for Inpatient Medications Information****Pharmacy NDC Lookup****Example, continued**

This would occur when a pharmacy item has not been matched to the National Drug File (NDF).

Enter the NDC (last twelve characters) from a rejected feeder key to display information from the local DRUG file for any drug which has that NDC.

Enter 12 numeric characters at the prompt or <cr> to exit. <RET>

Select NDC: 000065071212 HOMATROPINE 5% 2ML OP600

HOMATROPINE 5% 2ML

```
-----
NDC:          65-0712-12          VA Classification:      OP600
Dispense Unit: VIAL              Price per Dispense Unit: 7.14
```

Enter 12 numeric characters at the prompt or <cr> to exit.<RET>

Select NDC: <RET>

**If your site is running NDF Version 4.0:**

Your site is running NATIONAL DRUG FILE (NDF) v4.0.  
If Pharmacy data is dated after September 30, 1998,  
then PHA Feeder Keys are composed of 17 numeric characters.

Ex. "12006000003073531" where characters:  
1-5 (12006) = pointer to VA PRODUCT NAME file (#50.68)  
6-17 (000003073531) = NDC from the local DRUG file (#50)

If Pharmacy data is dated prior to October 1, 1998,  
then PHA Feeder Keys are composed of 19 numeric characters.

Ex. "0016006000003073531" where characters:  
1-4 (0016) = pointer to the NATIONAL DRUG file (#50.6)  
5-7 (006) = pointer to VA PRODUCT NAME subfile (#50.68)  
of the NATIONAL DRUG file (#50.6)  
8-19 (000003073531) = NDC from the local DRUG file (#50)

Enter RETURN to continue or '^' to exit: <RET>

## Maintenance

### Setup for Inpatient Medications Information

#### Pharmacy NDC Lookup

### Example, continued

This option will allow lookups on the local DRUG file (#50) using NDCs from DSS Pharmacy Feeder Keys that have been rejected because the first five characters are zeros in a 17 character Feeder Key. (Ex. "00000051079014120")

OR

the first seven characters are zeros in a 19 character Feeder Key. (Ex. "0000000051079014120")

This would occur when a pharmacy item has not been matched to the the National Drug File (NDF).

Enter the NDC (last twelve characters) from a rejected feeder key to display information from the local DRUG file for any drug which has that NDC.

Enter 12 numeric characters at the prompt or <cr> to exit.<RET>

Select NDC: **000469065771** TACROLIMUS 5MG CAP IM600 (PROGRAF) DU=CAP

TACROLIMUS 5MG CAP

-----

NDC: 00469-0657-71

VA Classification: IM600

Dispense Unit: CAP

Price per Dispense Unit: 6.809

Enter 12 numeric characters at the prompt or <cr> to exit.

Select NDC: <RET>



## Maintenance

### Feeder Keys Print



Refer to Appendix A for information about feeder key transmission.

## Introduction

Use this option to print a list of feeder keys for a selected individual feeder system or a range of feeder systems. For some feeder systems, you will be prompted to select the sort method (old or new). All feeder systems prompt for a device. The output will vary slightly; depending on the version of National Drug File (NDF) your site is running.

Refer to Appendix A for information about feeder key transmission.

## Example

If your site is running NDF prior to Version 4.0

Print list of Feeder Keys:

```
Select : 1. CLI
         2. DEN
         3. ECS
         4. LAB
         5. NUR
         6. PHA
         7. RAD
         8. SUR
```

Enter a list or range of numbers (1-8): 6

The Feeder Key List for the Feeder System PHA can be printed as:

```
(O)ld Feeder Key by VA Class
(N)ew Feeder Key by NDF Match
```

Select one of the following:

```
 O          OLD
 N          NEW
```

Enter response: NEW// <RET>

DEVICE: A700 RIGHT MARGIN: 80// <RET>

**Maintenance****Feeder Keys Print****Example, continued**

Feeder Key List For Feeder System PHA  
(NEW Feeder Key from NDF Match)

Page: 1

Feeder Key	Description
006003000074156204	MANNITOL 15% S.S. LVP
006004000074156304	MANNITOL 20% INJ 500ML LVP
006005000467001425	MANNITOL USP 25% INJ MDV
006005000517405001	MANNITOL 25% INJ
008005000000000000	PLEGISOL 1000ML BAG
010001000000000000	LACTATED RINGERS 1000ML
010001000000000000	RINGER'S INJECTION 1000ML
011002000000000000	SODIUM LACTATE 5MEQ/ML 10ML VIAL
013004000000000000	UREA 20% CREAM 90GM
013005000023084808	UREA 10% LOTION 8 OZ
015003000186065001	SODIUM BICARB. 50MEQ SYRINGE
015003000186065001	SODIUM BICARBONATE 50MEQ/50ML VI
017002000000000000	FAT, EMULSION IV 10% 500ML BTL
019003000074341753	CLORAZEPATE 3.75MG CAP
019004000074341853	CLORAZEPATE 7.5MG CAP
019005000074341953	CLORAZEPATE 15MG CAP

Enter RETURN to continue or '^' to exit: ^

**If your site is running NDF Version 4.0**

Print list of Feeder Keys:

Select : 1. CLI  
2. DEN  
3. ECS  
4. LAB  
5. NUR  
6. PHA  
7. RAD  
8. SUR

Enter a list or range of numbers (1-8): 6

The Feeder Key List for the Feeder System PHA can be printed as:  
(O)ld Feeder Key by VA Class  
(N)ew Feeder Key by NDF Match

## Maintenance

### Feeder Keys Print

### Example, continued

Select one of the following:

O	OLD
N	NEW

Enter response: NEW// <RET>

Your site is running NATIONAL DRUG FILE (NDF) v4.0.  
If Pharmacy data is dated after September 30, 1998,  
then PHA Feeder Keys are composed of 17 numeric characters.

Ex. "12006000003073531" where characters:  
1-5 (12006) = pointer to VA PRODUCT NAME file (#50.68)  
6-17 (000003073531) = NDC from the local DRUG file (#50)

If Pharmacy data is dated prior to October 1, 1998,  
then PHA Feeder Keys are composed of 19 numeric characters.

Ex. "0016006000003073531" where characters:  
1-4 (0016) = pointer to the NATIONAL DRUG file (#50.6)  
5-7 (006) = pointer to VA PRODUCT NAME subfile (#50.68)  
of the NATIONAL DRUG file (#50.6)  
8-19 (000003073531) = NDC from the local DRUG file (#50)

Enter RETURN to continue or '^' to exit: <RET>

Both the pre-FY1999 and FY1999 Feeder keys will appear on this report.  
But you may select the sort order for the listing.

The NDF Feeder Key List can be sorted by:

- (1) Pre-FY1999 Feeder Keys
- (2) FY1999 Feeder Keys

Enter a number (1-2): 2

DEVICE: A700 RIGHT MARGIN: 80// <RET>

## Maintenance

### Feeder Keys Print

### Example, continued

Feeder Key List For Feeder System PHA  
(NEW Feeder Key from NDF Match)

Page: 1

FY1999 Feeder Key	Description	Pre-FY1999 Feeder Key
000100000000000000	ATROPINE 2% OPH SOLN	000101000000000000
00011000074491118	ATROPINE SULFATE 0.1MG/ML, 10ML	0001011000074491118
00014000469024325	ATROPINE SULFATE 0.5MG/ML 1ML VI	0001014000469024325
00015000469024625	ATROPINE SULFATE 1MG/ML INJ	0001015000469024625
00027000002100902	CODEINE 15MG TAB	0002001000002100902
00027000054815524	CODEINE SULFATE 15MG TAB UD	0002001000054815524
00028000054415625	CODEINE SULFATE TAB 30MG BT	0002002000054415625
00028000054815624	CODEINE SULFATE 30MG TAB UD	0002002000054815624
00029000054415725	CODEINE SULFATE 60MG TAB	0002003000054415725
00029000054815724	CODEINE SULFATE TAB 60MG UD	0002003000054815724
00030000008072801	CODEINE PHOSPHATE 30MG TUBEX	0002004000008072801
00033000002255502	CODEINE SULFATE HYPODERMIC TABS	0002007000002255502
00037000008072901	CODEINE PHOSPHATE 60MG TUBEX INJ	0002011000008072901
00046000143120110	COLCHICINE 0.6MG TAB	0003001000143120110
00047055390060502	COLCHICINE 1MG/2ML SDV	0003002055390060502
00048000074007402	COLCHICINE 0.5MG TAB	0003003000074007402

Enter RETURN to continue or '^' to exit: ^

## Maintenance

### Print Feeder Locations

## Introduction

Use this option to print a list of feeder locations for all feeder systems. The output is sorted by feeder location within each feeder system. This report could be lengthy, so you might want to queue to print during non-peak hours. The only prompt used with this option asks for a device.

## Example

Print list of feeder locations.

DEVICE: HOME// **QUEUE** TO PRINT ON  
 DEVICE: HOME// **A700**

Requested Start Time: NOW// **<RET>** (NOV 25, 1997@10:00:17)

Feeder Location List For Feeder System CLI

Page: 1

FEEDER LOCATION	DESCRIPTION
1	WEST CLINIC
2	SOUTHSIDE CLINIC
1102	EVALUATION CLINIC
1108	THORACIC SURGERY
1180	DENTAL
1180	LARSEN CLINIC
1201	DR. SPOCK
1201	DRUG INT
1201	TESTING
1210	SPINAL CORD
1301	DR. WEST
1301	LRCLINIC
1301	EARLY BIRDS
1314	RHEUMATOLOGY "GOLD SHOT"
1405	INTERMEDIATE CARE
1413	LTEST1
1502	MENTAL HYGIENE
1502	DR. FINE
1509	PSYCHO THERAPY
1509	DRUG DEPENDENCE
1510	GROUP SESSION
1999	EMPLOYEE HEALTH

*[This output has been abbreviated to save space.]*

## Maintenance

### Define Extract Schedule



Once extracts are scheduled through this option, careful attention *must* be used in trying to change the schedule, which can lead to missing data.

## Introduction

Use this option to create schedules for running the extracts. An extract can be scheduled to run once each month. This monthly task will extract data for the month *previous* to the run time.

## Example

Select Maintenance Option: DEFine Extract Schedule

This option allows you to queue the generation of a specific DSS extract. The extract will then be automatically requeued to run next month and each subsequent month until the end of the fiscal year. It will be requeued to run on the same day of each month at the same time of day.

Select EXTRACT DEFINITIONS EXTRACT NAME: ADMISSIONS

Queue to run at what date/time? 11/15@2300 (NOV 15, 1999@23:00)

The last date for the ADM extract was Aug 31, 1999.

When the extract is run using the queue date/time you supplied, data for the month of OCT 1999 will be extracted.

It appears that there is a period of time for which data will not be extracted.

Do you wish to proceed? N// YES

Request queued as Task #17306  
with automatic monthly requeue.

## Maintenance

### Setup for Inpatient Census Information

#### Trial for Setup Extract

## Introduction

Use this option to generate a printed report of the inpatient population on a selected date. The report is sorted by inpatient ward. Within each ward, the data is sorted by Patient name, SSN, and admit date. You can compare this report to reports from MAS to eliminate any problems in the ADMISSION SETUP EXTRACT file (#727.82).

## Example

WARNING.

This is very resource intensive and should be queued to run at slack time.

This option will print the admission data and data for the last transfer and treating specialty change for all patients who were in the hospital on the day you select.

NOTE - This will generate a report of your inpatient population on the BEGINNING of the day you select, not the end of the day as MAS reports do. For example, for this report, if you choose October 1, 1994, the report will start at midnight at the beginning of the day. For the MAS report, you would choose September 30, 1994. The MAS report begins at midnight at the end of the day.

Select the date : Dec 02, 1997// <RET>

This report must be queued to a 132-column printer.

DEVICE: HOME// QUEUE TO PRINT ON

DEVICE: HOME// A700 RIGHT MARGIN 80// 132

Requested Start Time: NOW// <RET> (DEC 03, 1997@13:12:55)

INPATIENT WARD LIST (DSS) FOR Dec 02, 1997 FOR WARD 3E NORTH

PATIENT	SSN	ADMIT DATE
AMHERST, COLIN	454545454	Sep 02, 1997
COLLINS, STEVEN	701030379	Apr 18, 1995
DEPNER, PATRICK	443118106	Nov 01, 1997

## Maintenance

### Setup for Inpatient Census Information

#### Generate the Inpatient Setup Extract



Your site should run this option *only* if it has *never* sent any DSS Extract data to AAC to initialize the setup extract files listed below. Once this is accomplished, the option should *not* be used again.

## Introduction

Use this option to generate the Inpatient Setup Extract, which creates the hospital population for the selected DSS start date. This data is stored in the following files until it is transmitted to the commercial vendor:

- ADMISSION SETUP EXTRACT file (#727.82)
- PHYSICAL MOVEMENT SETUP EXTRACT file (#727.821)
- TREATING SPECIALTY CHANGE SETUP EXTRACT file (#727.822)

## Example

WARNING.

This is very resource intensive and should be queued to run at slack time.

This option will extract the admission data and data for the last transfer and treating specialty change for all patients who were in the hospital on the day you select.

NOTE - This will generate a snapshot of your inpatient population on the BEGINNING of the day you select, not the end of the day as MAS reports do. For example, for the inpatient setup extract if you choose October 1, 1994, the report will start at midnight at the beginning of the day. For the MAS report, you would choose September 30, 1994. The MAS report begins at midnight at the end of the day.

Select the starting date : Oct 01, 1996// <RET> (OCT 01, 1996)  
Requested Start Time: NOW// <RET> (DEC 17, 1996@09:43:16)



## Maintenance

### Setup for Inpatient Census Information

#### Active MAS Wards for Fiscal Year Print



This option is intended to provide help for building wards in the commercial database in AAC.

## Introduction

Use this option to print a list of all MAS wards that were active at any time during the current fiscal year. The only prompt asks for a device. The output is formatted for 132 columns, is sorted by Medical Center Division, and displays the following information:

- Pointer to the HOSPITAL LOCATION file (#44)
- Service and specialty associated with the ward in the WARD LOCATION file (#42)
- DSS Department code associated with the ward in the DSS WARD file (#727.4).

## Abbreviated Sample Output

Active Wards for FY1998  
Printed on SEP 28,1998@14:42

WARD	DSS Department	Pointer to File #44	Ward Service	Ward Specialty
-----				
DIVISION: ALBANY				
2 WEST		192	MEDICINE	GENERAL (ACUTE MEDICINE)
3E NORTH		129	INTERMEDIATE MED	INTERMEDIATE MEDICINE
3E SOUTH		219	SURGERY	SURGICAL ICU
5 WEST PSYCH		66	PSYCHIATRY	LONG TERM
PSYCHIATRY (>45 DAYS)				
7A GEN MED	UEK1	158	MEDICINE	GENERAL (ACUTE MEDICINE)
	[Svc: NURSING	Prod. Unit: WARD GENERAL MEDICINE/ACUTE MEDICINE 1		
DOMICILIARY		16	DOMICILIARY	DOMICILIARY
NHCU		14	NHCU	NHCU
OBSERVATION		234	NON-COUNT	NON-DOD BEDS IN VA
FACILITY				
DIVISION: TROY				
3 NORTH GU		6	MEDICINE	GASTROENTEROLOGY
3 NORTH SURG	UF12	5	SURGERY	ORTHOPEDIC
	[Svc: NURSING	Prod. Unit: WARDS - SURGERY 1		Div: TROY/500B]
7B MED	UEK2	81	MEDICINE	CARDIOLOGY
	[Svc: NURSING	Prod. Unit: WARD GENERAL MEDICINE/ACUTE MEDICINE 1		
Div: TROY/500B]				

## Maintenance

### Setup for Inpatient Medications Information

#### Primary Care Team Print

## Introduction

Use this option to print a list of all primary care teams. The list is sorted alphabetically by team name and displays the pointer to the TEAM file (#404.51). The intent of this option is to provide help for building primary care teams on the commercial DSS system.

## Example

This option prints a list of all Primary Care Teams. The list is sorted alphabetically by TEAM name and displays the pointer to the TEAM file (#404.51).

The right margin for this report is 80.

DEVICE: HOME// **Q**UEUE TO PRINT ON

DEVICE: HOME// **A700** RIGHT MARGIN 80// **<RET>**

Requested Start Time: NOW// **<RET>** (DEC 08, 1997@13:16:22)

Primary Care Teams NOV 25,1997 10:22 PAGE 1

TEAM NAME TEAM FILE

POINTER


-----  
JAN'S TEAM

1

## Maintenance

### DSS Department Management ...

#### Enter/Edit DSS Division Identifier

 This option should only be used by the DSS Site Manager.

## Introduction

Use this option to enter or edit the DSS Division Identifier associated with any medical center division. You can select any division currently in the MEDICAL CENTER DIVISION file (#40.8). If no identifier exists for the division you selected, you can enter one at the "Enter the DSS Division Identifier:" prompt. This identifier must be exactly one-character in length, either a single numeric digit or an uppercase letter. If there is already an identifier for the division you selected, the software displays it and asks if you want to change it.

## Example

Select Medical Center Division: **ALBANY**

Division:               ALBANY  
Station number:       500  
Primary division?:    Yes  
DSS Identifier:        A


Do you want to change this identifier? NO// **Y** YES

Enter the DSS Division Identifier: **1**

## Maintenance

### DSS Department Management ...

#### Enter/Edit DSS Ward

 This option should only be used by the DSS Site Manager.

## Introduction

Use this option to enter or edit the DSS Production Unit and suffix (if needed) associated with each medical center ward within your division. If the ward you selected exists in the DSS WARD file (#727.4), the DSS Department Code is displayed, and the software asks if you want to edit it. If the ward you selected does not exist in the DSS WARD file (#727.4), the software prompts you to enter a DSS Production Unit and suffix to complete the DSS Department Code. The suffix must have at least one character, and no more than three characters, and must not contain an embedded up-arrow. The hyphen character < - > should not be used unless this DSS Department code was previously established in DSS/Austin. After you enter or edit information, the new DSS Department code is displayed, and you are asked to verify its accuracy.

## Example

Select WARD LOCATION NAME: **ICU/CCU**

```
Ward:                ICU/CCU
Ward Bedsection:     MEDICINE
Ward Specialty:      MEDICAL ICU/CCU
Ward Service:        MEDICINE
Division:            TROY/500B <2>
```

```
DSS Department for Ward ICU/CCU
  Service             <U> = NURSING
  Prod. Unit          <E2> = TICU
  Division            <2> = TROY/500B
  Suffix              =
```

Do you want edit this DSS Department? YES// **<RET>**

You may edit the DSS Production Unit and suffix,

Select DSS PRODUCTION UNIT: **E1**                      SICU

Do you want to enter a suffix? NO// **Y** YES

Enter suffix: **2D**

```
DSS Department for Ward ICU/CCU
  Service             <U> = NURSING
  Prod. Unit          <E1> = SICU
  Division            <2> = TROY/500B
  Suffix              = 2D
```

Is this ok? YES// **<RET>**

## Maintenance

### DSS Department Management...

#### Active MAS Wards for Fiscal Year Print



This option is intended to provide help for building wards in the commercial database in AAC.

## Introduction

Use this option to print a list of all MAS wards that were active at any time during the current fiscal year. The only prompt asks for a device. The output is formatted for 132 columns, is sorted by Medical Center Division, and displays the following information:

- Pointer to the HOSPITAL LOCATION file (#44)
- Service and specialty associated with the ward in the WARD LOCATION file (#42)
- DSS Department code associated with the ward in the DSS WARD file (#727.4).

## Abbreviated Sample Output

Active Wards for FY1998  
Printed on SEP 28,1998@14:42

WARD	DSS Department	Pointer to File #44	Ward Service	Ward Specialty
-----				
DIVISION: ALBANY				
2 WEST		192	MEDICINE	GENERAL (ACUTE MEDICINE)
3E NORTH		129	INTERMEDIATE MED	INTERMEDIATE MEDICINE
3E SOUTH		219	SURGERY	SURGICAL ICU
5 WEST PSYCH		66	PSYCHIATRY	LONG TERM
PSYCHIATRY(>45 DAYS)				
7A GEN MED	UEK1	158	MEDICINE	GENERAL (ACUTE MEDICINE)
	[Svc: NURSING	Prod. Unit: WARD GENERAL MEDICINE/ACUTE MEDICINE 1		
DOMICILIARY		16	DOMICILIARY	DOMICILIARY
NHCU		14	NHCU	NHCU
OBSERVATION		234	NON-COUNT	NON-DOD BEDS IN VA
FACILITY				
DIVISION: TROY				
3 NORTH GU		6	MEDICINE	GASTROENTEROLOGY
3 NORTH SURG	UF12	5	SURGERY	ORTHOPEDIC
	[Svc: NURSING	Prod. Unit: WARDS - SURGERY 1		Div: TROY/500B]
7B MED	UEK2	81	MEDICINE	CARDIOLOGY
	[Svc: NURSING	Prod. Unit: WARD GENERAL MEDICINE/ACUTE MEDICINE 1		
Div: TROY/500B]				

## Maintenance

### DSS Department Management ...

#### Decode a DSS Department Code

## Introduction

Use this option to display the description of a four-character DSS Department code, which can include any combination of alpha and numeric characters. The software translates the characters representing Service, Production Unit, and Division. It returns "Not found" if no description exists for any of the characters you entered.

## Example

You may enter a DSS Department as 'ABBC' (no suffix).  
The code will be 'translated' into a description and displayed.

Enter a DSS Department code: **UEK1**

Service	<u>	=	NURSING
Prod. Unit	<ek>	=	WARD GENERAL MEDICINE/ACUTE MEDICINE 1
Division	<l>	=	ALBANY/500

Another one? YES// **N** NO

## Maintenance

### Prosthetics (PRO) YTD HCPCS Report

## Introduction

The Prosthetics YTD HCPCS Report displays data from Prosthetics extracts from the beginning of the fiscal year to the ending data of the last extract. Data from current or previous fiscal year may be selected for the report. The report is divided into two sections: New (i.e., Initial, Replacement, or Spare items) and Repairs.

Sites that are multidivisional Prosthetics sites must specify the Primary Prosthetics Division for the report. The user may then choose to generate a specific report for one division or a combined report for all divisions.

The report is sorted by HCPCS Code. A print device capable of displaying a 132-character line is needed for output.

See Appendix for sample of report.

## Example

Setup for PRO Extract YTD HCPCS Report --

If you belong to more than one Primary Division, you must select a Primary Division for the report.

Select Prosthetic Division: ?

Answer with INSTITUTION NAME, or \*STATION NAME, or STATION NUMBER, or OFFICAL VA NAME, or CURRENT LOCATION

Do you want the entire INSTITUTION List? Y (Yes)

Choose from:

ALBANY ISC	NY	VAMC	11000
HINES ISC	IL	VAMC	14000

Select Prosthetic Division: ALBANY ISC VAMC 11000

You may select ONE or ALL of the following:

(1)	11000	ALBANY
(2)	11000B	TROY

Select O(ne) or A(ll): ALL// ONE

Which one?: 2

Select C(urrent) or P(revious) Fiscal Year: CURRENT//

Please note: The PRO Extract YTD HCPCS Report requires 132 columns.  
Select an appropriate device for output.

DEVICE: HOME// 0;132;66

## Maintenance

*Prosthetics (PRO) YTD Laboratory Report***Introduction**

The Prosthetics YTD Laboratory Report displays data from Prosthetics extracts from the beginning of the fiscal year to the ending data of the last extract. It is intended for use by sites that have on-site Prosthetics laboratories. Data from current or previous fiscal year may be selected for the report. The report is divided into two sections: New (i.e., Initial, Replacement, or Spare items) and Repairs.

Sites that are multidivisional Prosthetics sites must specify the Primary Prosthetics Division for the report.

The report is sorted by HCPCS Code. It shows quantity, labor and material costs for items within each HCPCS Code. Two sets of totals are displayed on each line: totals for items produced for use at the local site, and totals for items produced for other VA stations. A print device capable of displaying a 132-character line is needed for output.

See Appendix \for sample of report.

**Example**

Setup for PRO Extract YTD Laboratory Report --

If you belong to more than one Primary Division, you must select a Primary Division for the report.

Select Prosthetic Division: ?

Answer with INSTITUTION NAME, or \*STATION NAME, or STATION NUMBER, or OFFICAL VA NAME, or CURRENT LOCATION

Do you want the entire INSTITUTION List? Y (Yes)

Choose from:

ALBANY ISC	NY	VAMC	11000
HINES ISC	IL	VAMC	14000

Select Prosthetic Division: ALBANY ISC VAMC 11000

Select C(urrent) or P(revious) Fiscal Year: CURRENT//

Please note: The PRO Extract YTD Laboratory Report requires 132 columns.  
Select an appropriate device for output.

DEVICE: HOME// 0;132;66





## Package Extracts

☞ This menu is locked with the ECXMGR security key.

## Introduction

This section contains a brief description for each package extract option. Please refer to the DSS Extracts V. 3.0 Extracts Formats and Data Definitions Guide for more information about the record layout for the extracted fields. Because all of the extract options can be executed in the same manner, and these options do not generate any outputs, only a single example is provided.

## Example - Executing the Options

All of the package extract options in DSS V. 3.0 can be executed in the following manner:

```
Select Package Extracts Option: ADM Admissions Extract
```

```
Extract Admission Information for DSS
```

```
Starting with Date: 100197 (OCT 01, 1997)
```

```
Ending with Date: 103197 (OCT 31 1997)
```

```
Requested Start Time: NOW// <RET> (NOV 25, 1997@10:01:16)
```

```
Select Package Extracts Option: <RET>
```

**Package Extracts****Admissions (ADM) Extract**

Use this option to extract the Patient Admissions data for a selected date range. This data is stored in the ADMISSION EXTRACT file (#727.802) until it is transmitted to the commercial vendor.

**Clinic No-Show (NOS) Extract**

Use this option to extract the Clinic No-Show data for a selected date range. This data is stored in the CLINIC NO-SHOW EXTRACT file (#727.804) until it is transmitted to the commercial vendor. All no-shows for the selected clinic appointment date range are extracted (with the exception of inpatient no-shows). The following fields will be added to the CLINIC NO-SHOW EXTRACT file (#727.804): POW Status, POW Location, Radiation Exposure Status, Agent Orange Status, Provider Person Class, Sharing Agreement Insurance Company, Sharing Agreement Payor, MST Status, Enrollment Location, State, County, Zip Code + 4, Gender, and Provider.

**Clinic Visit (CLI/CLJ) Extract**

Use this option to extract data for all Scheduled Clinic Visits, add/edits, and walk-ins for the selected date range, with the following exceptions:

- Non-count clinics are excluded unless specifically assigned a DSS Action Code other than 6
- Canceled clinic appointments are excluded.
- Clinics with an ACTION TO SEND code of 6 in CLINICS AND STOP CODES file (#728.44) are excluded.

This data is stored in the CLINIC EXTRACT files (#727.816, #727.818) until it is transmitted to the commercial vendor. When this extract is transmitted, both files will be taken care of without any additional user input.

**Package Extracts****Dental (DEN) Extract**

Use this option to extract the Dental data for a selected date range. This data is stored in the DENTAL EXTRACT file (#727.806) until it is transmitted to the commercial vendor.

**Event Capture (ECS) Extract**

Use this option to extract the Event Capture data for a selected date range. This data is stored in the EVENT CAPTURE LOCAL EXTRACT file (#727.815) until it is transmitted to the commercial vendor.

**Mental Health (MTL) Extract**

Use this option to extract the Mental Health data for a selected date range. This data is stored in the MENTAL HEALTH EXTRACT file (#727.812) until it is transmitted to a commercial vendor.

**IV Pharmacy (IVP) Extract**

Use this option to extract the Pharmacy IV data for a selected date range. This data is stored in the IV DETAIL EXTRACT file (#727.819) until it is transmitted to the commercial vendor.

**Lab (LAB) Extract**

Use this option to extract the Laboratory data, including referrals and research tests, for a selected date range. This data is stored in the LABORATORY EXTRACT file (#727.813) until it is transmitted to the commercial vendor.

All inpatient, outpatient, and referral lab tests accessioned within the selected date range are extracted. Lab tests can be performed on a patient in the PATIENT file (#2) or a referral patient in the REFERRAL PATIENT file (#67). The identifying number is the Social Security Number for in-house patients or a selected non-SSN ID constant for referrals and research.

## **Package Extracts**

### **Lab Results (LAR) Extract**

Use this option to extract the Laboratory Results data for a selected date range. This data is stored in the LAB RESULTS EXTRACT file (#727.824) until it is transmitted to the commercial vendor.

The following laboratory results are included in this extract:

#### ***LAR Tests:***

001	Hemoglobin
002	Potassium
003	Sodium
004	Lithium
005	BUN (Blood Urea Nitrogen)
006	WBC (Total WBC Count)
007	Digoxin
008	Theophylline
009	AST (Aspartate Transaminase)
010	Glucose
011	Creatinine Clearance
012	Lithium Urine
013	GGTP (Gamma-GT)
014	Dilantin (Phenytoin)
015	Valproic Acid
016	Carbamazepine (Tegretol)
017	HGB A1C (Glycosylated HGB A1C)
018	Alpha 1 Trypsin Proteinase Inhibitor
019	PSA (Prostatic Specific Antigen)
020	CD-4 (T Cell Count)
021	Protime
022	Total Thyroxine (T-4)
023	Total Triiodothyronine (T-3)
024	Thyroid Stimulating Hormone (TSH)
025	Folate
026	Vitamin B-12 Level
027	LDLC
028	HDLC
029	Total Cholesterol
030	Triglycerides
031	Serum Creatinine

#### ***Added for FY2000:***

032	Microalbumin
033	Hepatitis B Surface Antibody
034	Hepatitis C Antibody
035	HIV Antibody
036	CD4 Ratio (T Cell Screen)
037	HCV-Quantitative by PCR
038	HIV Viral Load
039	HCV-Qualitative by PCR
040	HIV 1 by EIA

## **Package Extracts**

### **Nursing (NUR) Extract**

Use this option to extract the last rating for each patient for each day in the selected date range (with the exception of ratings for the day when the patient transferred out or was discharged). For each day of the date range, every patient appearing on the midnight report of the Nurse AMIS Daily Exception report is added to the extract list. The data is stored in the NURSING EXTRACT file (#727.805) until it is transmitted to the commercial vendor.

### **PAI File (PAS) Extract**

Use this option to extract the patient assessment instrument (PAI) data for a selected date range. This data is stored in the PAI EXTRACT file (#727.823) until it is transmitted to the commercial vendor.

### **Prescription (PRE) Extract**

Use this option to extract the Prescription (pharmacy outpatient) data for a selected date range. This data is stored in the PRESCRIPTION EXTRACT file (#727.81) until it is transmitted to the commercial vendor. For Version 5.6, the fill date is used. For Version 6, the release date is used. The following fields are being added to the PRESCRIPTION EXTRACT file (#727.81): POW Status, POW Location, Radiation Exposure Status, Agent Orange Status, Provider Person Class, Sharing Agreement Insurance Company, Sharing Agreement Payor, MST Status, and Enrollment Location.

### **QUASAR (ECQ) Extract**

Use this option to extract Audiology and Speech Pathology clinic visit data for a selected date range. This data is stored in the QUASAR EXTRACT (#727.825) file until it is transmitted to the commercial vendor.

## Package Extracts

### Prosthetics (PRO) Extract

Use this option to extract the Prosthetics data for a selected date range. The data is stored in the PROSTHETICS EXTRACT file (#727.826) until it is transmitted to the commercial vendor. The following information is required to extract a Prosthetics record:

STATION	REQUESTING STATION
PATIENT NAME (in Prosthetics)	FORM REQUESTED ON
SSN	RECEIVING STATION
NAME (in PATIENT file #2)	TYPE OF TRANSACTION
DELIVERY DATE	SOURCE
HCPCS	

For Prosthetics records that could not be extracted, you will receive a Prosthetics DSS Exception message indicating the record Internal Entry Number (IEN) in the record of pros appliance/repair file (#660) and the critical information that is missing. *The records identified in this message were not extracted and should be reviewed to determine if they must be corrected and the extract regenerated to assure proper DSS credit is received.*

If you are extracting data for a division, you can only select a primary division (as defined for your entries in the PROSTHETICS SITE PARAMETERS file [#669.9] and the NEW PERSON file [#200]).

When you extract Prosthetics records, an e-mail message containing the Prosthetics Extract HCPCS Cost Report is sent to the members of the DSS-PRO mail group. (Refer to the Prosthetics Extract Audit Report option in this manual for details about the format and content of this report. Refer to the Security Section of the DSS V. 3.0 FY 00 Technical Manual for more information about mail groups.) The following fields are being added to the PROSTHETICS EXTRACTS file (#727.826): Race, POW Status, POW Location, Sharing Agreement Insurance Company, Sharing Agreement Payor, MST Status, Enrollment Status, State, and County.

**Package Extracts****Radiology (RAD) Extract**

Use this option to extract the Radiology data for a selected date range. This data is stored in the RADIOLOGY EXTRACT file (#727.814) until it is transmitted to the commercial vendor.

**Surgery (SUR) Extract**

Use this option to extract the Surgery data for a selected date range. This data is stored in the SURGERY EXTRACT file (#727.811) until it is transmitted to the commercial vendor. Secondary procedures and prostheses are also extracted.

**Physical Movement (Transfer and Discharge) (MOV) Extract**

Use this option to extract all Patient Movement (transfers and discharge) data for the selected date range. This data is stored in the PHYSICAL MOVEMENT EXTRACT file (#727.808) until it is transmitted to the commercial vendor.

**Treating Specialty Change (TRT) Extract**

Use this option to extract Treating Specialty Change data for a selected date range. This data is stored in the TREATING SPECIALTY CHANGE EXTRACT file (#727.817) until it is transmitted to the commercial vendor.

**Unit Dose (UDP) Extract**

Use this option to extract all Unit Dose orders for the selected date range. Data is extracted from UNIT DOSE EXTRACT DATA file (#728.904), which is populated by the Inpatient Medications package when a pick list is filed. This data is stored in the UNIT DOSE LOCAL EXTRACT file (#727.809) until it is transmitted to the commercial vendor.





## SAS Extract Audit Reports

### Introduction

This section contains a brief description followed by a sample output for each SAS Extract Audit Reports option. Please refer to the DSS Extracts V. 3.0 Extracts Formats and Data Definitions Guide for more information about the record layout for the extracted fields. To execute any of the SAS Extract Audit Reports options, you are prompted to enter the DSS Extract Log Record Number and a printer device. Please note that in an effort to streamline the documentation, only a portion of the output might be provided for some reports.

### Example - Executing the Options

All of the SAS Extract Audit Reports options in DSS V. 3.0 can be executed in the following manner:

```
Select SAS Extract Audit Reports Option: PRE  SAS Prescription Audit Report
```

```
Prescription Extract SAS Report
```

```
Select DSS EXTRACT LOG RECORD NUMBER: 187           10-06-97           Prescription
```

```
    Extract:           Prescription #187
```

```
    Start date:        JAN 01, 1997
```

```
    End date:          JAN 31, 1997
```

```
    # of Records:      6
```

```
DEVICE: HOME// QUEUE TO PRINT ON
```

```
DEVICE: HOME// A700)    RIGHT MARGIN: 80// <RET>
```

```
Requested Start Time: NOW// (DEC 02, 1997@10:48:25)
```

```
Request queued as Task #188047.
```

## SAS Extract Audit Reports

### SAS Dental Audit Report

This option emulates the SAS routine at the AAC, which creates new records from the Dental Extract. You can use it to print a summary report for all records sorted by feeder location and feeder key. (Refer to Appendix A for information about feeder key transmission.)

SAS Audit Report for Dental (DEN) Extract

DSS Extract Log #: 180

Date Range of Audit: SEP 01, 1994 to SEP 30, 1994

Report Run Date/Time: DEC 02, 1997@09:42

Division/Site: ALBANY (500)

Page: 1

Feeder Location	Feeder Key	Quantity
500	D08C	1
500	D08S	2
500	D09	2
500	D10	4
500	D11	3
500	D12	1
500	D13	1
500	D15	2
500	D16	2
500	D17	3
500	D18	2
500	D21	5
500	D22	3
500	D23	2
500	D24	2
500	D27	4
500	D28	5
500	D29	3
500	D30	3
500	D31	2
500	D32	2
500	D33	4
500	D35	8
500	D36	4
500	D41	2
Total for Feeder Location 500:		72

## SAS Extract Audit Reports

### SAS Prescription Audit Report

This option emulates the SAS routine at the AAC which creates new records from the Prescription (pharmacy outpatient) Extract. You can use it to print a summary report for all records sorted by feeder location and feeder key. (Refer to Appendix A for information about feeder key transmission.)

```
SAS Audit Report for Prescription (PRE) Extract
DSS Extract Log #:      187
Date Range of Audit:   JAN 01, 1997 to JAN 31, 1997
Report Run Date/Time:  NOV 25, 1997@11:27
Division/Site:         ALBANY (2)                                Page: 1
```

Feeder Location	Feeder Key	Quantity
PRE2	000000000000000000	14
	0038009000527100910	60
	0079004000839508706	30
	0151028000527109505	20
	0226011000069541073	60
	BASIC	6
	NEWWIN	2
	PREDEASP	2
	VAMAIL	3

### SAS Radiology Audit Report

This option emulates the SAS routine at the AAC which creates new records from the radiology extract. You can use it to print a summary report for all records sorted by feeder location and feeder key. (Refer to Appendix A for information about feeder key transmission.)

```
SAS Audit Report for Radiology (RAD) Extract
DSS Extract Log #:      197
Date Range of Audit:   JAN 01, 1990 to JAN 31, 1990
Report Run Date/Time:  NOV 25, 1997@11:32
Division/Site:         TOGUS, ME (402)                          Page: 1
```

Feeder Location	Feeder Key	Quantity
402-1	70100	1
402-1	70470	1
402-1	71020	5
402-1	73120	1
402-1	73620	3
402-1	73660	1
402-1	74000	1
402-1	75712	1
402-1	888888	2
402-1	999999	2
Total for Feeder Location 402-GENERAL RADIOLOGY (402-1):		18
Grand Total for Division 402:		18

**SAS Extract Audit Reports****SAS Surgery Audit Report**

This option emulates the SAS routine at the AAC, which creates new records from the surgery extract. You can use it to print a summary report for all records sorted by feeder location and feeder key. (Refer to Appendix A for information about feeder key transmission.)

SAS Audit Report for Surgery (SUR) Extract

DSS Extract Log #: 255

Date Range of Audit: MAY 01, 1997 to MAY 31, 1997

Report Run Date/Time: NOV 25, 1997@11:35

Division/Site: ALBANY (500)

Page: 1

Feeder Location	Feeder Key	Quantity
500ORCN	CARDIAC/NEURO OR	
	062-10	5
	062-30	2
500ORCNA	CARDIAC/NEURO OR - ANESTHESIA	7
500ORCNS	CARDIAC/NEURO OR - SURGERY	3

## Extract Audit Reports

### Introduction

This section contains a brief description followed by a sample output for each Extract Audit Reports option. Please refer to the DSS Extracts V. 3.0 Extracts Formats and Data Definitions Guide for more information about the record layout for the extracted fields. To execute any of the Extract Audit Reports options, you are prompted to enter the DSS Extract Log Record Number, starting and ending dates, divisions, locations, or accession areas (as appropriate), and a printer device. There is also a narrative portion of each report that prints *only* if the report is sent to a printer device. The format of the narrative is the same for all extract audit reports, but the content will vary for each report. For the purpose of this documentation, a copy of the *Admission (ADM) Extract Audit* narrative is provided. Please note that in an effort to streamline the documentation, only a portion of the output might be provided for some reports.

### Example - Executing the Options

Setup for ADM Extract Audit Report --

Select DSS EXTRACT LOG RECORD NUMBER:     **193**                   10-06-97           Admission

Extract:           Admission #193

Start date:       DEC 01, 1996

End date:         DEC 31, 1996

# of Records: 3

You can narrow the date range, if you wish.

The Start Date can't be earlier than DEC 01, 1996,  
or later than DEC 31, 1996.

Select Start Date: DEC 01, 1996// <RET> (DEC 01, 1996)

The End Date can't be earlier than DEC 01, 1996  
(the Start Date you selected), or later than DEC 31, 1996.

Select End Date: DEC 31, 1996// <RET> (DEC 31, 1996)

Do you want the ADM extract audit report for all divisions? NO// **Y** YES

DEVICE: HOME// **Q**UEUE TO PRINT ON

DEVICE: HOME// A700 RIGHT MARGIN: 133// <RET>

Requested Start Time: NOW// <RET> (NOV 25, 1997@13:40:18)

Request queued as Task #186962.

## Extract Audit Reports

### Example - Narrative Portion of the Admission (ADM) Extract Audit Report

Admission (ADM) Extract Audit Report  
DSS Extract Log #: 193  
Date Range of Audit: DEC 01, 1996 to DEC 31, 1996  
Report Run Date/Time: NOV 25, 1997@13:34 Page 3

-----

#### AUDIT DESCRIPTION:

Verify against: Gains and Losses Sheet/Bed Status Report  
Menu Option: Gains and Losses (G&L) Sheet [DG G&L SHEET]

The Gains and Losses Sheet is the primary VistA report against which ADM extract data should be verified. However, if starting the verification process at the beginning of the fiscal year, the Bed Status Report can also be used. Copies of these reports are readily available from patient administration services at most medical centers.

The G&L Sheet shows admissions by ward for a specific day. To verify the data on the extract audit report, the verifier must accumulate the data given on the G&L Sheet either manually or through use of a spreadsheet application. For example, if the Admission Extract Audit Report covers the period July 1 to July 15, then accumulate the admission data from the G&L Sheet for each day from July 1 through July 15. The accumulated data for a given ward (e.g., total number of admissions for Ward A during the period) should match the figure reported on the extract audit for the same ward and date range.

If verification is done through the Bed Status Report, simply use the "Cumulative Totals" table which displays fiscal year-to-date totals of interward losses and discharges by ward group. The Admission (ADM) Extract Audit also displays totals by ward group. Some arithmetic manipulation is needed here in order to compare the figures on the two reports. For example, to verify data for the month of July, the user must first develop a "Cumulative Totals" table for the month of July. This is done by subtracting the figures contained in the "Cumulative Totals" table of June 30 from the figures contained in the "Cumulative Totals" table of July 31. (Again, this can be accomplished manually, or with the aid of a spreadsheet application.) The resulting month of July table can then be compared directly to the ward group totals shown on the extract audit report generated for the period July 1 to July 31.

## Extract Audit Reports

### Admission (ADM) Extract Audit

Use this option to print a summary report from the ADMISSION EXTRACT file (#727.802) that displays the number of patient admissions by Ward and Ward Group.

```

Admission (ADM) Extract Audit Report
DSS Extract Log #:      193
Date Range of Audit:    DEC 01, 1996 to DEC 31, 1996
Report Run Date/Time:   NOV 25, 1997@13:34
Medical Center Division: TROY (500B)
Page: 1

```

Ward	# of Admissions
SURGERY	0
Ward group SURGERY TOTALS subtotal:	0
3 NORTH SURG	0
Ward group NHCU TOTALS subtotal:	0
ICU/CCU	0
GEN MED	2
Ward group MEDICINE TOTALS subtotal:	2
Division TROY Grand Total:	2

### Dental (DEN) Extract Audit

Use this option to print a summary report from the DENTAL EXTRACT file (#727.806). This output displays the total count and the number of dental patients for each type of dental procedure

```

Dental (DEN) Extract Audit Report
DSS Extract Log #:      180
Date Range of Audit:    SEP 01, 1994 to SEP 30, 1994
Report Run Date/Time:   NOV 26, 1997@08:21
Dental Site:           500 (ALBANY)
Page: 1

```

DSS Procedure	Dental Procedure	# of Procedures	# of Patients
Screening Exam	SCREENING EXAMINATION	2	2
Complete Exam	COMPLETE EXAMINATION	1	1
Evaluation	EVALUATION	2	2
X-Rays Extraoral	DIAGNOSTIC FILMS-EXTRAOR	4	2
X-Rays Intraoral	DIAGNOSTIC FILMS-INTRAOR	3	1
Extractions	EXTRACTIONS (WEIGHTED)	8	2
Totals for Dental Site 500:		20	10 **

\*\* Total # of unique patients.



## Extract Audit Reports

### Event Capture (ECS) Extract Audit

Use this option to print a summary report from the EVENT CAPTURE LOCAL EXTRACT file (#727.815) that displays the number of procedures performed within each DSS Unit.

```
Event Capture (ECS) Extract Audit Report
DSS Extract Log #:      182
Date Range of Audit:   JUN 01, 1997 to JUN 30, 1997
Report Run Date/Time:  NOV 26, 1997@08:46
Event Capture Location: TROY (515.6)
Page: 1
```

DSS Unit	Category	Procedure	Volume
-----			
JAP TEST UNIT (3)			
	JAP ASSIGNMENT	SW001N CASE MANAGEMENT, 15 MIN	250
-----			
Total Volume for Unit JAP TEST UNIT (3):			250
Grand Total for Location TROY (515.6):			250

### Laboratory (LAB) Extract Audit

Use this option to print a summary report from the LABORATORY EXTRACT file (#727.813) that displays the volume of tests performed within each Laboratory accession area.

```
Laboratory (LAB) Extract Audit Report
DSS Extract Log #:      273
Date Range of Audit:   APR 01, 1996 to APR 30, 1996
Report Run Date/Time:  NOV 26, 1997@09:04
DSS Site:              ALBANY (500)
Page: 1
```

Accession Area (Feeder Location)	LMIP	# of Tests	# of Tests
Procedure	Code	(Patients)	(Referrals)
-----			
SURGICAL PATHOLOGY (SP)			
SP Specimen	88000.0000	1	0
-----		1	0
Total for SURGICAL PATHOLOGY:		1	0

**Extract Audit Reports*****Physical Movement (MOV) Extract Audit***

Use this option to print a summary report from the PHYSICAL MOVEMENT EXTRACT file (#727.808). The report displays the total count of each MAS Movement type (transfers and discharges) by Ward and Ward Group

## Movement (MOV) Extract Audit Report

DSS Extract Log #: 184  
 Date Range of Audit: OCT 01, 1996 to OCT 31, 1996  
 Report Run Date/Time: NOV 26, 1997@09:08  
 Medical Center Division: ALBANY (500)

Page: 1

Ward	MAS Movement (Transfer) Types														Total
	1	2	3	4	13	14	22	23	24	25	26	43	44	45	Total

No Transfer data extracted for this medical center division.

## Movement (MOV) Extract Audit Report

DSS Extract Log #: 184  
 Date Range of Audit: OCT 01, 1996 to OCT 31, 1996  
 Report Run Date/Time: DEC 02, 1997@11:30  
 Medical Center Division: ALBANY (500)

Page: 2

Ward	MAS Movement (Discharge) Types														Total
	10	11	12	16	17	21	27	31	32	33	34	35	37	Total	

DOMICILLARY	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1
2 WEST	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Ward group NHCUC subtotals:

0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

3E SOUTH	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1
3E NORTH	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Ward group NHCUC subtotals:

0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

5 WEST PSYCH	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NHCUC	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7A SURG	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7A GEN MED	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
OBSERVATION	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Division ALBANY Grand Totals:

0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	2
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

## Extract Audit Reports

### Mental Health (MTL) Extract Audit

Use this option to print a summary report from the MENTAL HEALTH EXTRACT file (#727.812). It shows the summary counts for ASI, GAF, and Psych Instruments, as well as patient details for ASI and GAF.

Mental Health (MTL) Extract Audit Report

DSS Extract Log #: 791

Date Range of Audit: JUL 01, 1999 to JUL 31, 1999

Report Run Date/Time: OCT 08, 1999@10:41

Facility: 11000 (11000)

Page: 1

#### 1. ASI segment

Name	SSN	Interview	Class	Special
BXXX	3330	07/29/1999	Full	N
BZZZ	9777	07/30/1999	Full	2
CXXX	9889	07/01/1999	Full	
WXXX	7044	07/01/1999	F-up	N
WYYY	4008	07/12/1999	Full	N
			4 Full	3 Completed
			0 Lite	0 Terminated
			1 Follow-up	1 Refused
			0 Unspecified	0 Unable
				1 Unspecified
			5	5 Total

#### 2. GAF segment

Name	SSN	Date	Clinician
ABBB	5556	07/23/1999	SMITH,JOHN
ABXX	6333	07/09/1999	WHITE,NANCY R
ACCC	1001	07/26/1999	SMITH,GEORGE
CIXX	2002	07/23/1999	LAKE,RITA
DING	1222	07/07/1999	POPPINS,MARY M
PITZ	3777	07/09/1999	BROWN,ROBERT T
Total: 6			

#### 3. Psych Instruments segment

BDI	5
M168	1
MMPI2	16
MYER	7
PAI	12
STAI	17
Total	58

**Extract Audit Reports****Nursing (NUR) Extract Audit**

Use this option to print a summary report from the NURSING EXTRACT file (#727.805). The report displays the total number of patients classified at each Acuity Level within each Nursing Location and Nursing Bedsection.

## Nursing (NUR) Extract Audit Report

DSS Extract Log #: 274

Date Range of Audit: SEP 01, 1996 to SEP 30, 1996

Report Run Date/Time: NOV 26, 1997@09:49

Medical Center Division: ALBANY (500)

Page: 1

Nursing Location Nursing Bedsection	Patients per Acuity Level (Category)					Total
	I	II	III	IV	V	
NUR 4E (13)						
INTERMEDIATE CARE (9)	24	3	4	0	0	31
Sub-totals for Location (13):	24	3	4	0	0	31
NUR 7A SURG (18)						
SURGICAL (2)	0	1	0	0	0	1
Sub-totals for Location (18):	0	1	0	0	0	1
Grand Totals for ALBANY (500):	24	8	4	0	0	32

**PAI (PAS) Extract Audit**

Use this option to print a summary report from the PAI EXTRACT file (#727.823), which displays the total number of patient assessments performed.

## PAF (PAS) Extract Audit Report

DSS Extract Log #: 188

Date Range of Audit: APR 01, 1996 to APR 30, 1996

Report Run Date/Time: NOV 26, 1997@10:30

DSS Site: ALBANY (500)

Page: 1

-----

Total Patient Assessments extracted for date range: 10

**Extract Audit Reports****QUASAR (ECQ) Extract Audit**

Use this option to print a report from the QUASAR EXTRACT file (#727.825) file. The report displays the number of procedures performed for patient visits to Audiology and Speech Pathology.

```
QUASAR (ECQ) Extract Audit Report
DSS Extract Log #:      192
Date Range of Audit:   MAY 01, 1997 to MAY 31, 1997
Report Run Date/Time:  NOV 26, 1997@10:39
QUASAR Site:           ALBANY (500)
Page: 1
```

DSS Unit	Procedure	Volume
-----		
Audiology		

92506	SPEECH & HEARING EVALUATION	1
92508	SPEECH/HEARING THERAPY	2

Total Volume for Audiology:		3
-----------------------------	--	---

DSS Unit	Procedure	Volume
-----		
Speech Pathology		

92520	LARYNGEAL FUNCTION STUDIES	1
92531	SPONTANEOUS NYSTAGMUS STUDY	1

Total Volume for Speech Pathology:		2
------------------------------------	--	---

Grand Total for Site ALBANY (500):		5
------------------------------------	--	---

## Extract Audit Reports

### Prosthetics (PRO) Extract Audit

Use this option to print the HCPCS Cost Report from the PROSTHETICS EXTRACT file (#727.826). Sites that are multidivisional Prosthetics sites may choose to generate a specific report for one division or a combined report for all divisions.

The report is divided into two parts, and includes the following:

Summary	Detail
NPPD group summary. Data is reported in two sections: New and Repair	Individual patient detail within an NPPD Line Item.
VA, Commercial, and Total quantities. Total Cost and Average Commercial Cost.	HCPCS code and description. Delivery Date, Quantity and Cost. Type (i.e., VA or Commercial, Initial or Repair). Station Number is also displayed for multidivisional Prosthetics sites.
Within each NPPD Group, the summary data for each NPPD Line Item is displayed, followed by the group totals. Summary totals are also provided for New and Repair sections.	Sort order is by Delivery Date.

This example is a portion of a Summary report of New Prosthetics --

Prosthetics (PRO) Extract Audit Report				Page 1	
DSS Extract Log #:		787			
Date Range of Audit:		JUL 01, 1999 to JUL 31, 1999			
Station (#):		11000 (ALBANY ISC)			
Report Run Date/Time:		OCT 07, 1999@16:47			
REPORT OF NEW PROSTHETICS ACTIVITIES					
Line Item	VA	Com	Total	Cost (\$)	Ave Com (\$)
-----					
WHEELCHAIRS AND ACCESSORIES					
100 A	0	4	4	8987	2247
100 A1	1	3	4	5850	1950
100 B	4	49	53	9426	192
100 D	0	37	37	19274	521
100 E	0	10	10	524	52
100 F	0	8	8	760	95
-----					
	5	111	116	44821	
ARTIFICIAL LEGS					
200 A	0	1	1	576	576
200 B	0	1	1	2589	2589
200 F	0	1	1	3680	3680
200 H	0	1	1	10698	10698
-----					
	0	4	4	17543	

## Extract Audit Reports

Prosthetics (PRO) Extract Audit (cont.)

The following Detail report example shows individual patient details within the "100 A" NPPD Line Item --

```

Prosthetics (PRO) Extract Audit Report Detail                                Page 1
DSS Extract Log #: 787
Date Range of Audit: JUL 01, 1999 to JUL 31, 1999
Station: 11000 (ALBANY ISC)
Report Run Date/Time: OCT 07, 1999@16:47
-----
100 A -- MOTORIZED
NAME  SSN      HCPCS  QTY   TYPE  COST    DATE    HCPCS  DESC              STN #
-----
HOLK  4228      K0013  1     I C   4313    07/06   CUSTOM POWER WHLCHR  11000
HELM  6035      K0013  1     I C   2577    07/28   CUSTOM POWER WHLCHR  11000
LACE  5116      E1211  1     I C   1923    07/28   WHEELCHAIR MOTORIZED 11000
DEVI  4971      E1211  1     I C   174     07/30   WHEELCHAIR MOTORIZED 11000

```

**Extract Audit Reports****Radiology (RAD) Extract Audit**

Use this option to print a summary report from the RADIOLOGY EXTRACT file (#727.814), which displays the total count of each radiological procedure within a Feeder Location.

## Radiology (RAD) Extract Audit Report

DSS Extract Log #: 195

Date Range of Audit: JAN 01, 1990 to JAN 31, 1990

Report Run Date/Time: NOV 26, 1997@10:47

Radiology Division: TOGUS, ME (402)

Page: 1

## Imaging Type (Feeder Location)

## # of Procedures

CPT Code	Procedure	Inpt.	Outpt.
-----			
GENERAL RADIOLOGY (402-1)			
70470	CT HEAD W&WO CONT	1	0
71020	CHEST 2 VIEWS PA&LAT	1	2
73120	HAND 1 OR 2 VIEWS	0	1
-----			
Sub-totals for GENERAL RADIOLOGY (402-1):		4	3
Grand Total for Division TOGUS, ME (402):		4	3



## Extract Audit Reports

### Surgery (SUR) Extract Audit

Use this option to print a summary report from the SURGERY EXTRACT file (#727.811). The report displays the number of surgical procedures and surgical cases performed in O.R. and Non-O.R. locations.

```

Surgery (SUR) Extract Audit Report
DSS Extract Log #: 255
Date Range of Audit: MAY 01, 1997 to MAY 31, 1997
Report Run Date/Time: NOV 26, 1997@10:50
Surgery Division: ALBANY (500)
Page: 1

O.R. Surgical Procedures
CPT Code Procedure # of Procedures
-----
11041 DEBRIDE SKIN FULL 1
00100 ANESTH, SKIN SURGERY 1
00103 ANESTH, BLEPHAROPLASTY 1
-----

For Division ALBANY (500)--
Total O.R. Surgical Procedures: 3
Total O.R. Surgical Cases: 1
-----

For Division ALBANY (500)--
Total Non-O.R. Surgical Procedures: 0
Total Non-O.R. Surgical Cases: 0

```

### Treating Specialty Change (TRT) Extract Audit

Use this option to print a summary report from the TREATING SPECIALTY CHANGE EXTRACT file (#727.817), which displays the total number of losses within each treating specialty of a medical center service.

```

Treating Specialty Change (TRT) Extract Audit Report
DSS Extract Log #: 247
Date Range of Audit: NOV 01, 1996 to NOV 30, 1996
Report Run Date/Time: NOV 26, 1997@11:09
DSS Site: ALBANY (500)
Page: 1

Service Facility Treating Specialty # of Losses
Specialty (DSS Code)
-----
DOMICILIARY DOMICILIARY PTSD
DOMICILIARY PTSD (88) 0
DOMICILIARY DOMICILIARY
DOMICILIARY (85) 0
-----
Total for DOMICILIARY: 0

INTERMEDIATE MED GEM INTERMEDIATE
GEM INTERMEDIATE CARE (32) 0
INTERMEDIATE MED
INTERMEDIATE MEDICINE (40) 0
-----
Total for INTERMEDIATE MED: 0

```

## Transmission Management

☞ This menu is locked with the ECXMGR security key.

### Purge Data from Extract Files

☞ This option is locked with the ECXMGR security key.



Deletion of any local **VISTA** extracts or **VISTA** source of extracts (i.e., lab data, etc.) is not recommended until your facility has successfully created extracts, transmitted to the AAC, audited the counts, loaded the data into DSS, and are content with the results.

## Introduction

Use this option to purge individual or a range of DSS extracts, or data that resides in the holding files for the IVP and UDP extracts.

Care must be taken for several reasons:

- You can purge ANY existing extract, including transmitted and non-transmitted extracts, as well as extracts that did not run to completion due to errors or system problems.
- Choosing a range of extracts (or a broad date range for the holding files) could mean an excessively large number of records and be very CPU intensive. Please be sure to queue this purge for non-peak hours and limit the number of extracts to be purged per a single queued session.
- Data in the IVP and UDP holding files CANNOT be recreated. Once it is purged, extracts can no longer be generated for that time period.

## Example

This option will allow you to purge:

1. individual or a range of DSS extracts, or
2. data that resides in the "holding files" for the IVP and UDP extracts.

Care must be taken for several reasons:

- You can purge ANY existing extract. This includes transmitted and non-transmitted extracts as well as extracts that did not run to completion due to errors or system problems.
- Choosing a range of extracts (or a broad date range for the "holding files") could mean an excessively large number of records and be very CPU intensive. Please be sure to queue this purge for off-hours and limit the number of extracts to be purged per a single queued session.
- The IVP and UDP "holding" files are intermediate files that are populated "real time" by inpatient pharmacy activity. These files are then used to generate the IVP and UDP extracts and CANNOT be recreated. Once they are purged for a date range, extracts can no longer be generated for that time period.

## Transmission Management

### Purge Data from Extract Files

#### Example

Purge (E)xtract files, (I)VP data, or (U)DP data? **E**xtract Files

...one moment please

Do you want to print a list of extracts that can be purged? NO// **<RET>**

Select extracts to be purged: (707-968): **707,708**

I will purge the following extract(s):

#707 - Movement	5/14/94 to	5/14/94
#708 - Dental	5/14/94 to	5/14/94

Is this OK? NO// **Y** YES

<<This purge should be queued to run during non-peak hours.>>

Requested Start Time: NOW// **<RET>** (MAR 06, 1997@13:33:23)

Select Transmission Management Option: **<RET>**

## Transmission Management

### Review a Particular Extract for Transmission

#### Introduction

Use this option to review a particular extract to verify the transmission of messages to the AAC. The only prompts ask for the extract log record number and a print device. The output includes the following information:

- Extract log record number
- Extract name
- Run date
- Division
- Transmission message numbers
- Whether or not the extract was purged
- Message status

#### Example

Select DSS EXTRACT LOG RECORD NUMBER: **465**                      08-13-98                      Admission                      ALBANY

ADM Extract (#465)	Records: 2
Generated: AUG 13, 1998	Start date: APR 01, 1998
Division: ALBANY	End date: APR 30, 1998
DEVICE: HOME// <b>A700</b> UCX/TELNET	

Status Report for DSS Extract #465 (Admission)

```
-----
ADM Extract (#465)                      Records: 2
Generated: AUG 13, 1998                  Start date: APR 01, 1998
Division: ALBANY                         End date: APR 30, 1998
Purged: (Not purged)
Transmitted: AUG 17, 1998
Unconfirmed transmission message numbers --
202 208 209
200100 200101 200102
200103 200104 200105
200106 200107 200108
200109 200110 200111
200112 200113 200114
200115 200116 200117
200118 200119 200120
200121 200122 200123
200124 200125 200126
200127 200128 200129
200130 200131 200132
200133 200134 200135
```

## Transmission Management

### Summary Report of Extract Logs

### Introduction

Use this option to print a summary report from the EXTRACT LOG file (#727). The only prompts used with this option ask you to enter starting and ending dates and a print device. The output includes the following information:

- Extract number
- Feeder system
- Data set dates (date range)
- Record count
- Date transmitted
- Date purged
- Total number of records

### Example

```
START WITH START DATE/TIME: FIRST// 100197 (OCT 01, 1997)
GO TO START DATE/TIME: LAST// 103197 (OCT 31, 1997@24:00)
DEVICE: LAT RIGHT MARGIN: 80// <RET>
```

```
DSS EXTRACT LOG STATISTICS                      DEC  3,1997  08:26      PAGE 1
      DHCP PKG
EXTRACT  (FEED.  RECORD      DATE
NUMBER   SYS.)  DATA SET DATES  COUNT      TRANSMITTED  DATE PURGED
-----
    204  Admission  971001- 971031      1
    195   Clinic   971001- 971001      2
    196 Event Capture 971001- 971001      1
                                -----
TOTAL                                4
```

## Transmission Management

### Transmit Data from Extract Files

☞ This option is locked with the ECXMGR security key.

☐ To receive mail messages confirming transmission of extract data, you must be enrolled in the DSS mail group associated with the extract being transmitted.

## Introduction

Use this option to transmit a series of mail messages containing data from an individual extract to the AAC. Members of the associated mail group(s) will receive confirmation messages indicating that an extract was completed, transmitted, and received in Austin. You can only transmit extracts for your division.

## Example

Your user setup will only allow you to transmit extracts from the following divisions:

ALBANY

If you can't select an extract, it is probably from another division.

Enter RETURN to continue or '^' to exit: <RET>

Transmit which extract: 575            09-22-98            Treating specialty change    ALBANY

TRT Extract	Records: 2
Generated on: SEP 22, 1998	Start date: SEP 01, 1998
Division: ALBANY	End date: SEP 22, 1998

Requested Start Time: NOW// <RET> (SEP 25, 1998@16:41:32)  
Request queued as Task #49100.

**Sample Mail Message - Completed Extracted Data**

Subj: 444 - Admission EXTRACT FOR DSS [#7058653] 14 Sep 99 19:03 8 lines  
 From: DSS SYSTEM In 'IN' basket. Page 1

-----  
 The DSS-Admission extract (#759) for Jul 01, 1999  
 through Jul 31, 1999 was begun on Sep 14, 1999 at 19:02  
 and completed on Sep 14, 1999 at 19:03.

A total of 489 records were written.

Extract time was [HH:MM:SS] 0:00:48

Enter message action (in IN basket): IGNORE//

**Sample Mail Message - Transmission of Extracted Data**

Subj: 444 - QUASAR EXTRACT FOR DSS [#7058779] 05 Oct 99 03:16 10 lines  
 From: DSS SYSTEM In 'IN' basket. Page 1

-----  
 The DSS QUASAR (ECQ) extract, #786,  
 was transmitted on Oct 05, 1999 at 03:15.

Maximum number of lines (records) per message: 200

A total of 861 records were written.

A total of 5 messages were sent.

Message numbers :

7058774	7058775	7058776	7058777
7058778			

Enter message action (in IN basket): IGNORE//

**Sample Mail Message - Confirmation of Extracted Data**

Subj: DRS1928 DMS Confirmation [#415417] 03 Dec 97 20:10 CST 2 Lines  
 From: <POSTMASTER@FOC-AUSTIN.VA.GOV> in 'IN' basket. Page 1

-----  
 Ref: Your DMS message #841928 with Austin ID #80378631,  
 is assigned confirmation number 942512003079972.

Enter message action (in IN basket): IGNORE//

## Glossary

Action to Send Code	Indicates which code should be sent to the DSS commercial software (e.g., stop code, credit stop code, or both).
Credit Stop Code	The credit stop code (from the HOSPITAL LOCATION file [#44]) as determined by Medical Administration Service (MAS).
DSS	Acronym for <b>D</b> ecision <b>S</b> upport <b>S</b> ystem.
DSS Credit Stop Code	The credit stop code as determined by DSS.
DSS Department Code	<p>A code associated with products or services which assists in the categorization and costing of those products. At this time only medical center wards are being associated with a DSS Department code in the DSS WARD file (#727.4). The DSS Department code consists of a minimum of 4 characters as:</p> <p>ABBCxxx</p> <p>A = DSS CODE in NATIONAL SERVICE file (#730) BB = DSS PRODUCTION UNIT CODE in DSS PRODUCTION UNIT file (#729) C = DSS DIVISION IDENTIFIER in DSS DIVISION IDENTIFIER file (#727.3) xxx = A suffix of not more than three characters which must be numeric digits or uppercase alpha characters. The first character of the string may be "-", but that is not recommended.</p>



DSS Division Identifier	A single character code, either numeric (but not zero) or an uppercase alpha character. The character used in <b>VISTA</b> file #727.3 (DSS DIVISION IDENTIFIER) as division identifier should exactly match the identifier associated with a medical center division in DSS/Austin.
DSS Production Unit	A two character code which may contain both numeric and uppercase alpha characters. These DSS-compatible codes are based on the FMS sub-cost center scheme to categorize production unit output. The DSS PRODUCTION UNIT file (#729) holds the production unit codes approved for use by DSS.
DSS Stop Code	The stop code as determined by DSS.
MAS	Acronym for <b>M</b> edical <b>A</b> dministration <b>S</b> ervice.
Extract	Management tool used to track and account for procedures and delivered services which are not handled in any existing <b>VISTA</b> package.
Extract Files	The files that hold the data that has been extracted via the DSS Extract software.
Feeder Key	The product for workload extracted.
Feeder Location	The site location of data extracted.
Provider	The actual provider of care performing the procedure. This provider can be a doctor, nurse, technician, or any designated team of medical professionals.
Stop Code	The stop code (from the HOSPITAL LOCATION file [#44]) as determined by Medical Administration Service (MAS).
<b>VISTA</b>	Acronym for Veterans Health Information Systems and Technology Architecture.

Volume

Volume is associated with the number of procedures performed or the length of time actually spent performing the procedures.



## Appendix - Feeder Key Transmission

The Feeder Key for the Clinic Extract is transmitted in the form SSSCCCTTTPPPP. These characters are determined by the Action To Send code as indicated in the following table.

Action to Send Code	Description	
1	<ul style="list-style-type: none"> <li>• SSS is the stop code.</li> <li>• CCC=000.</li> <li>• TTT is the length of appointment.</li> <li>• PPPP=0000.</li> </ul>	
2	<ul style="list-style-type: none"> <li>• SSS is the credit stop code.</li> <li>• CCC=000.</li> <li>• TTT is the length of appointment.</li> <li>• PPPP=0000.</li> </ul>	
3	Two records are sent:	
	For the first: <ul style="list-style-type: none"> <li>• SSS is the stop code.</li> <li>• CCC=000.</li> <li>• TTT is the length of appointment.</li> <li>• PPPP=0000.</li> </ul>	For the second: <ul style="list-style-type: none"> <li>• SSS is the credit stop code.</li> <li>• CCC=000.</li> <li>• TTT is the length of the appointment.</li> <li>• PPPP=0000.</li> </ul>
4	<ul style="list-style-type: none"> <li>• SSS is the larger of the stop code or the credit stop code.</li> <li>• CCC is the smaller of the stop code or the credit stop code.</li> <li>• TTT is the length of appointment.</li> <li>• PPPP is the pointer to the HOSPITAL LOCATION file.</li> </ul>	
5	<ul style="list-style-type: none"> <li>• SSS is the larger of the stop code or the credit stop code.</li> <li>• CCC is the smaller of the stop code or the credit stop code.</li> <li>• TTT is the length of appointment.</li> <li>• PPPP=0000.</li> </ul>	



## Appendix- Sample of Prosthetics YTD Reports

### Sample of YTD HCPCS Report

Prosthetics (PRO) Extract YTD HCPCS Report  
 FY Date Range: OCT 01, 1998 to JUL 31, 1999  
 Facility: ALBANY ISC (11000)  
 Run Date/Time: SEP 07, 1999@18:18

Page 1

#### REPORT OF NEW PROSTHETICS ACTIVITIES (Initial, Replacement, or Spare)

HCPCS (CPT)	Qty. -Comm-	Total \$ -Comm-	Ave. \$ -Comm-	Qty. -VA-	Total \$ -VA-	Ave. \$ -VA-	Qty. -Lab-	Total \$ -Lab-	Ave. \$ -Lab-	Ave. \$ -All-
A4565 Slings	3	312	104.00	0	0	0.00	0	0	0.00	104.00
A4570 Splint	27	1446	53.56	0	0	0.00	0	0	0.00	53.56
A4637 Repl tip cane/crutch/walke	26	1083	41.65	0	0	0.00	0	0	0.00	41.65
A9300 Exercise equipment	9	449	49.89	0	0	0.00	0	0	0.00	49.89
E0105 Cane adjust/fixed quad/3 p	7	187	26.71	0	0	0.00	0	0	0.00	26.71
E0110 Crutch forearm pair	3	123	41.00	0	0	0.00	0	0	0.00	41.00
E0143 Walker folding wheeled w/o	27	2544	94.22	0	0	0.00	0	0	0.00	94.22

Prosthetics (PRO) Extract YTD HCPCS Report  
 FY Date Range: OCT 01, 1998 to JUL 31, 1999  
 Facility: ALBANY ISC (11000)  
 Run Date/Time: SEP 07, 1999@18:18

Page 1

#### REPORT OF REPAIR PROSTHETICS ACTIVITIES

HCPCS (CPT)	Qty. -Comm-	Total \$ -Comm-	Ave. \$ -Comm-	Qty. -VA-	Total \$ -VA-	Ave. \$ -VA-	Qty. -Lab-	Total \$ -Lab-	Ave. \$ -Lab-	Ave. \$ -All-
A9270 Non-covered item or servic	3	759	253.00	0	0	0.00	0	0	0.00	253.00
E0953 Pneumatic tire	3	165	55.00	0	0	0.00	0	0	0.00	55.00
E0975 Wheelchair reinforced seat	3	225	75.00	0	0	0.00	0	0	0.00	75.00
E1230 Power operated vehicle	1	60	60.00	0	0	0.00	0	0	0.00	60.00
E1285 Wheelchair heavy duty fixe	3	207	69.00	0	0	0.00	0	0	0.00	69.00
E1340 Repair for DME, per 15 min	22	850	38.64	0	0	0.00	0	0	0.00	38.64
E1399 Durable medical equipment	33	3598	109.03	0	0	0.00	0	0	0.00	109.03

## Sample of YTD Laboratory Report

Prosthetics (PRO) Extract YTD Laboratory Report  
 FY Date Range: OCT 01, 1998 to JUL 31, 1999  
 Facility: ALBANY (11000)  
 Run Date/Time: SEP 08, 1999@08:40

Page 1

### REPORT OF NEW PROSTHETICS ACTIVITIES (Initial, Replacement, or Spare)

HCPCS (CPT)	Produced for Station #11000				Produced for all other stations			
	Qty.	Labor \$	Mat'l \$	Ave. \$	Qty.	Labor \$	Mat'l \$	Ave. \$
A4635 Underarm crutch pad	1	4	3	7.00	0	0	0	0.00
D5916 Ocular prosthesis	4	453	48	125.25	0	0	0	0.00
D5919 Facial prosthesis	2	430	30	230.00	1	220	20	240.24
E0156 Walker seat attachment	10	48	0	4.80	0	0	0	0.00
E1825 Adjust finger ext/flex dev	2	14	8	11.00	0	0	0	0.00
K0005 Ultralightweight wheelchai	1	8	0	8.00	0	0	0	0.00
L0900 Torso/ptosis support	7	50	32	11.71	0	0	0	0.00

Prosthetics (PRO) Extract YTD Laboratory Report  
 FY Date Range: OCT 01, 1998 to JUL 31, 1999  
 Facility: ALBANY (11000)  
 Run Date/Time: SEP 08, 1999@08:40

Page 1

### REPORT OF REPAIR PROSTHETICS ACTIVITIES

HCPCS (CPT)	Produced for Station #11000				Produced for all other stations			
	Qty.	Labor \$	Mat'l \$	Ave. \$	Qty.	Labor \$	Mat'l \$	Ave. \$
E1172 Wheelchair amputee detach	1	17	0	17.00	0	0	0	0.00
E1212 Wheelchair motorized w ful	1	13	0	13.00	0	0	0	0.00
E1220 Whlchr special size/constr	1	17	101	118.00	0	0	0	0.00
K0014 Other power whlchr base	41	599	2229	68.98	2	24	110	67.35
K0017 Detach adjust armrest base	1	4	0	4.00	0	0	0	0.00
K0045 Footrest complete assembly	1	8	0	8.00	0	0	0	0.00
K0048 Elevate legrest complete	1	8	35	43.00	0	0	0	0.00

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